530.0 DOCR - Central Office

Goals and Objectives

Goal: 1   Goal One. Update/maintain infrastructure to facilitate on-going and future operational requirements.

Objectives		**Timeframe**	**Accomplishments/Status**
1	Goal One, Objective One. Intall/maintain ITD standard wiring.	Ongoing	
2	Goal One, Objective Two. Maintain a three year PC hardware rotation cycle.	Ongoing	
3	Goal One, Objective Three. Purchase, upgrade and maintain software as needed.	Ongoing	
4	Goal One, Objective Four. Update anit-virus software annually.	Ongoing	
5	Goal One, Objective Five. Maintain a server replacement schedule. (Central Office will provide money for all servers, including those at the Youth Correctional Center).	Ongoing	
6	Goal One, Objective Six. Create and maintain an IT disaster plan.	99-01	
7	Goal One, Objective Seven. Create and maintain a new IT center.	01-03	
8	Goal One, Objective Eight. Replace peripherals as necessary.	Ongoing	
9	Goal One, Objective Nine. Maintain data back-up system.	Ongoing	
10	Goal One. Objective Ten. Provide user connectivity to DOCR systems. (This includes new computers, hook up fees, additional licenses, etc.).	Ongoing	

Goal: 2   Goal Two. Analyze current business practices to incorporate technological efficiencies.

Objectives		**Timeframe**	**Accomplishments/Status**
1	Goal Two, Objective One. Maintain and upgrade a telephonic communications system.	Ongoing	
2	Goal Two, Objective Two. Research and implement telemedicine.	01-03	
3	Goal Two, Objective Three. Research and implement video conferencing.	01-03	
4	Goal Two, Objective Four. Expand offender management systems.	Ongoing	
5	Goal Two, Objective Five. Research and implement imaging systems.	01-03	
6	Goal Two, Objective Six. Integrate disparate information sources.	Ongoing	
7	Goal Two, Objective Seven. Install debit card reader.	01-03	
8	Goal Two, Objective Eight. Establish electronic records retention schedule.	01-03	
9	Goal Two. Objective Nine. Establish DOCR standardized reporting system.	Ongoing	
10	Goal Two, Objective Ten. Establish external access to DOCR data.	Ongoing	

Goal: 3   Goal Three. Improve technological literacy and efficiency of staff.

Objectives		**Timeframe**	**Accomplishments/Status**
1	Goal Three. Objective One. Hire and/or contract for information technology training services and help desk operations.	Ongoing	
2	Goal Three, Objective Two. Develop an information technology training center.	Ongoing	

530.0 DOCR - Central Office

IT Plan Version: B 1

Activity		Priority	Activity Type	Start Date	End Date		99-01	01-03	03-05
1	**DOCR Administration**	1	Maintenance/Base	Ongoing					

The agency network facilitates and hosts a wide variety of applications and services for all divisions within the Department of Corrections and Rehabilitation (DOCR). The DOCR Central Office manages all servers and workstation connectivity with the exception of the DJS Community Services offices. Those are managed by the North Dakota Association of Counties (NDACO). Central Office information technology (IT) staff provide the agency with application development and Oracle database administration.

Mission critical database systems for the agency include Oracle version 8.05 and Access 97 (SR2). The Oracle database supports both Adult and Youth sub-systems called ITAG and CTAG (these are not acronyms but merely names the developer used to label the systems). ITAG and CTAG provide the core for all details of offender management and reporting, with the exception of parole and probation information. The Access databases support the Department of Corrections Subject Tracking and Reporting System (DOCSTARS), Parole Board and Crime Victims in-house developed systems.

The agency network consists of numerous Ethernet hubs and routers, four NetWare print and file servers, Windows NT (Winframe) server, Windows NT (Oracle production server), Windows NT (Oracle test server), Windows NT (BEST commissary system) server, and AS400 (to be phased out 99-2000).

The NetWare servers provide file and print services to DOCR network users. The Windows NT Winframe server provides authorized remote access to department applications and data. The AS400 was replaced with a Windows NT server which hosts the Adult inmate information system and the Youth offender system. Both sub-systems are part of the ITAG system. The DOCR network also supports connectivity to law enforcement agencies. The department is requesting three new IT positions. All three IT positions will be managed out of the Central Office but will support all DOCR divisions.

	99-01	01-03	03-05
IT PLAN ESTIMATED COST	$294,873	**$655,847**	$715,369
BASE BUDGET REQUEST		**$364,957**	
OPTIONAL BUDGET REQUEST		**$289,188**	
BUDGET NONAPPROPRIATED		**$0**	

Total Agency	99-01	01-03	03-05
IT PLAN ESTIMATED COST	$294,873	**$655,847**	$715,369
BASE BUDGET REQUEST		**$364,957**	
OPTIONAL BUDGET REQUEST		**$289,188**	
BUDGET NONAPPROPRIATED		**$0**	